

Selectmen's Meeting Minutes

Tuesday, August 17, 2004

Present: Selectman Maxfield, Kardaseski, and Bowles.

Also present: Police Chief, Code Enforcement/Compliance Officer Bob Fiske.

Chairman Maxfield called the meeting to order at 6:30 PM.

- I. Selectman Bowles moved to approve the Selectmen's Meeting Minutes of Tuesday, August 10, 2004 as printed. Seconded by Chairman Maxfield. Majority vote in favor. Motion carried. Selectman Kardaseski abstained, as she was not in attendance at that meeting.
- II. The Board met with Police Chief, Code Enforcement/Compliance Officer Bob Fiske.
 - a. Mr. Fiske inquired if the Board had an update on the Miles property relative to the agreement between Mr. and Mrs. Miles and the Town. Chairman Maxfield stated he had spoken with Mrs. Miles. He explained the wording of section #3 of the agreement to her. The agreement states they will have one year from the date the agreement is signed to build their new house, and remove the existing house. Chairman Maxfield stated Mr. and Mrs. Miles understands the agreement, and will gather all necessary paperwork and once everything is in place and they are ready to build, the agreement will be signed and the bond will be in place. Mr. and Mrs. Miles will notify the Town when they are ready to sign the agreement.
 - b. Mr. Fiske advised the Board he had received a letter from the Conservation Commission regarding two lots they are questioning regarding the 75-foot wetlands buffer. Mr. Fiske stated the 75-foot wetland buffer is part of the Land Use Regulations, not the Zoning Ordinance. He also stated these are lots of record, not newly-subdivided lots since the Land Use Regulations have been in place or updated. Discussion ensued regarding the updated Land Use Regulations, existing lots of record, and enforcement issues.
 - c. Mr. Fiske discussed Brookside Mall relative to a parking issue during race weekend. Mr. Fiske stated Brookside Mall had a Hawkers and Peddlers permit for vendor spaces. However, there were no vendors on site during race weekend and the property owners parked cars there instead. The people parking their cars at Brookside Mall rode the bus to the track and back but many of them were crossing Route 106 at International Drive, causing safety issues. Discussion ensued regarding the fact that if the cars were parked in the designated spaces

of the parking lot of Brookside Mall and the businesses were closed there was no problem. However, by parking cars on the lawn and areas which are not designated parking spaces, the property owners needed to go before the Planning Board to obtain a parking permit.

Discussion ensued regarding the bus route and liability issues. Mr. Fiske stated he wanted to be sure that, if a parking permit was issued for this property, the Hawkers and Peddlers application would be adjusted or denied as there is not enough room on this lot for all of the approved vendors and additional parking. Mr. Fiske will forward a letter to the property owners.

- III. The Board began their review of weekly correspondence.
- a. Chairman Maxfield recognized Library Trustees Ken Doak and Herbert Huckins, Jr. from the audience to discuss the proposed construction contract. Mr. Doak thanked the Board for arranging for the porto-potty for the Library while the pump motor is being replaced. Selectman Kardaseski stated hopefully the Library, Safety Complex, and Town Office Building would have water by Wednesday afternoon. Chairman Maxfield discussed the well at the recreation field and the possibility of connecting the Safety Complex to that well in the future. Selectman Kardaseski had questions on the bid summary from the Library relative to exhibit E and G – “alternate add items.” She asked for an explanation of these sections. Mr. Huckins stated the Trustees felt the main infrastructure of the construction project needed to be funded through the monies available, and that the “alternate add items” are things that are needed to complete the project but are not necessarily required now. He stated some of the items included in the “alternate add items” were the HVAC grates, a condenser for the air conditioning, and the balancing for the air conditioning condenser, which in itself is estimated to be \$2,184.00. Mr. Doak said those items could be added later. Selectman Bowles stated he was under the impression that if the Selectmen signed the construction contract and the Trustees contact Milestone to start the project, when it is finished the Library could use the basement. Mr. Doak said his understanding from the Architect and Construction Manager, was that as long as the lighted exit signs were installed this would be a useable space. Chairman Maxfield asked what was planned for this space, such as meetings. Mr. Doak said the Library staff are overcrowded and plan to use the elevator and stairwell to access the lower level for storage. Selectman Kardaseski stated it sounded like the Library basement would not be useable by the public. Mr. Doak said not initially, but it could be later on. Selectman Kardaseski said for \$218,000.00 the basement will still not be finished. Discussion ensued regarding the bathroom facilities and items that would not be completed. Mr. Doak stated there is \$8,613.00 in the contingency portion of the contract. Selectman Kardaseski inquired if the stairway was going to be useable.

Mr. Doak said, yes, the stairway would be useable. Selectman Kardaseski also inquired if the elevator would be useable, as it does not appear to have the ramp included. Mr. Doak said his understanding was the ramp for the elevator would be concrete and the elevator would be useable. Selectman Kardaseski said she felt for \$218,000.00 the project should be a lot closer to being finished than what is shown in the construction contract. Selectman Bowles asked the Library Trustees if they have gone out to members of the community and asked for their assistance with this project. Mr. Doak said the Trustees would look into this once they have the signed contract and the go ahead to start the project. Selectman Kardaseski discussed the fact that the outside walls, concrete floors, steel studs are up, and the sprinkler system is in place, although part of the sprinkler system has to be moved because it was not properly installed in the first place. The proposed construction project will not provide a complete project for the additional \$218,000.00. Selectman Kardaseski also stated her concerns that the same Architectural firm is being used for this project that signed off on the previous construction project at the Library and leaving behind issues which have not been addressed, such as the roof leaking. Selectman Kardaseski and Bowles inquired what the "labor fringe" was. Mr. Doak stated that it was for the FICA portion that went along with labor; it was just separated out by itself. The Board discussed that the "labor fringe" was approximately 40% of the labor cost. Discussion ensued regarding costs. Mr. Doak stated the complete cost for the elevator is \$95,000.00 and it is a Stanley elevator. Selectman Bowles stated he does not feel there has been enough research done regarding looking into local builders and volunteers to work on this project. Selectman Kardaseski stated she feels that by having the Construction Manager's fees 8% of the cost, there is no guarantee they are truly looking out for the best price for the Town. She stated there is no incentive for Milestone to keep the cost down, as they will be paid a percentage. Mr. Doak stated the Trustees evaluated five firms and Milestone Engineering was chosen. Discussion ensued regarding setting up a meeting with the Construction Manager, the Library Trustees, and the Selectmen to discuss what the Town is getting for the \$218,000.00. Mr. Doak will contact Office Manager Jean Lee with the details of the meeting.

- b. Chairman Maxfield stated the Board had the tax deed property list from Tax Collector Helen McNeil.
- c. The Board received a notice that the deed for the 50 acres of conservation land being donated to the Town by The Nature Conservancy will be signed on Wednesday, August 25th at 9:00 AM. Chairman Maxfield stated members of the Conservation Commission and Dwayne Hyde of the Nature Conservancy have walked the property and found no waste dumps on the property.

- d. The Board received copies of the recorded deed from Deb Rattee to Deb Rattee and Tyler Paul and the PA – 34 form transferring 2 acres of the property from Deb Rattee to Tyler and Laura Paul. Discussion ensued.
- e. The Board received a letter from Michael Harris regarding construction of a septage treatment facility. Discussion ensued regarding the septage lagoon, establishing a Capital Reserve Fund for future needs, and ways of keeping track of the increased fees collected for septage in hopes of being able to place those fees in a proposed Capital Reserve Fund.
- f. The Board received a copy of the check from NHIS in the amount of \$171,197.25 for Police coverage during the Nextel race event.
- g. The Board received a copy of the check from ESMI for the first quarter of 2004 Host Community Fees in the amount of \$13,642.65.
- h. The Board received copies of the August Planning Board agenda.
- i. The Board received three NHIS Scholarship thank-you letters.
- j. The Board discussed the status of the last payment to Nyberg Purvis Associates. Chairman Maxfield will try and contact Brett Purvis again as he has not responded to the messages.

Selectman Kardaseski moved to adjourn at 7:40 PM. Seconded by Selectman Bowles. All in favor. Meeting adjourned.

THE LOUDON BOARD OF SELECTMEN

Roger A. Maxfield, Chairman

Deborah A. Kardaseski, Selectman

Dustin J. Bowles, Selectman